

**Notice of Intent - Storm Water Discharges Associated With
Land Disturbing Construction Activities General Permit**
Form 3400-161 (R 8/05) Page 1 of 5

\$140 – \$350 Application Fee

This Notice of Intent form (NOI) is authorized by s. 283.37, Wis. Stats. Submittal of a completed NOI to the Department is mandatory for any landowner who intends to discharge storm water from a construction site to waters of the state and who must apply for permit coverage in accordance with 40 CFR Part 122, Chapter 283, Wis. Stats., and Chapter NR 216, Wis. Adm. Code. Failure to submit a completed NOI to the Department at least 14 working days prior to the date on which land disturbing construction activities commence may result in forfeitures up to \$10,000 per day, pursuant to s. 283.91(2), Wis. Stats. Personally identifiable information on this NOI may be used for other water quality program purposes.

Submission of this NOI constitutes notice that the landowner identified in Section I intends to be authorized by a general WPDES permit issued for storm water discharges associated with land disturbing construction activities in the State of Wisconsin. Becoming a permittee obligates the landowner to comply with the terms and conditions of the general permit. **An erosion control plan and a storm water management plan meeting the requirements of Chapter NR 216, Wis. Adm. Code, must be completed before submitting this NOI.**

All necessary information must be provided on this NOI. Failure to complete this NOI correctly may result in its rejection by the Department. Please read all instructions before completing.

Section I: Landowner Information

Name			Contact Person
Mailing Address			Title
City	State	ZIP Code	Telephone Number

Section II: Contractor Information (if currently known)

Name			Contact Person
Mailing Address			Title
City	State	ZIP Code	Telephone Number

Section III: Construction Site Information

Site Name	County
Location Description	<input type="checkbox"/> City of <input type="checkbox"/> Village of <input type="checkbox"/> Township of

Section III: Geolocational Information

Township	Range	Direction	Section	Quarter		Quarter-Quarter		Longitude		
N		<input type="checkbox"/> E <input type="checkbox"/> W		<input type="checkbox"/> NW	<input type="checkbox"/> NE	<input type="checkbox"/> NW	<input type="checkbox"/> NE	Degrees	Minutes	Seconds
		<input type="checkbox"/> SW		<input type="checkbox"/> SE	<input type="checkbox"/> SW	<input type="checkbox"/> SE	Latitude			
If this site is not wholly contained on the above quarter-quarter section, provide additional description:								Degrees	Minutes	Seconds
				Percent of Site Impervious: (including rooftops and paved areas)						
Total Area of Site Acres		Total Estimated Disturbed Area Acres		Before Construction %		After Construction %				

Type of Construction (check all that apply)

- ☐ Residential ☐ Commercial ☐ Industrial ☐ Reconstruction
☐ Utility ☐ Transportation (streets, roads, non-WisDOT highway projects, etc.)
☐ Other (describe)

Discharge: Does your construction site's storm water discharge to: (check all that apply)

- ☐ Storm drain system - infiltrates to groundwater
☐ Storm drain system to surface water - enter system owner's name and receiving waters:
☐ Directly or indirectly to waters of the state - enter name of river, lake, wetland:
☐ Infiltration to groundwater occurs on site

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Section IV: Site Location Map

Attach a legible photocopy from the appropriate USGS 7.5 minute series topographic map (not a plat map), with the perimeter of the construction site clearly identified.

Name of Quadrangle

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Section V: Additional Information

Project Start Date (month/day/year)

Approximate Project End Date (month/day/year)

Management Practices: Identify planned erosion and sediment control practices to reduce impacts **during** construction (check all that apply)

- | | | | |
|---|---|---|--|
| <input type="checkbox"/> Phasing of Construction | <input type="checkbox"/> Diversion of Clean Water | <input type="checkbox"/> Phased Revegetation | <input type="checkbox"/> Dewatering Sediment Control |
| <input type="checkbox"/> Sediment Basin(s) and/or Trap(s) | <input type="checkbox"/> Stabilizing Channelized Flow | <input type="checkbox"/> Silt Fencing Vehicle | <input type="checkbox"/> Tracking Control |
| <input type="checkbox"/> Erosion Control Matting and/or Mulch | <input type="checkbox"/> Other (specify) | | |

Identify planned storm water management practices to reduce impacts **following** construction (check all that apply)

- | | | | |
|---|---|--|---|
| <input type="checkbox"/> Storm Water Pond(s) | <input type="checkbox"/> Infiltration Practice(s) | <input type="checkbox"/> Infiltrate Rooftop Runoff | <input type="checkbox"/> Oil/Water Separator(s) |
| <input type="checkbox"/> Clean Water Diversion(s) | <input type="checkbox"/> Covered Storage Area(s) | <input type="checkbox"/> Other (specify) | |

Plans: Has the construction site erosion control plan been completed for this site in conformance with s. NR 216.46, Wis. Adm. Code? Yes ☐ No ☐

Has the storm water management plan been completed for this site in conformance with s. NR 216.47, Wis. Adm. Code? ☐ ☐

Note: These plans must be completed before submitting this NOI.

Local Requirements: Are the construction site erosion control and storm water management plans in compliance with applicable local requirements? Yes ☐ No ☐

If Yes, Local Agency Name:

Wetlands: Are you aware of any wetlands at the construction site or any wetlands that may be affected by the storm water discharge from the construction site? Please be aware that the Department shall, pursuant to s. NR 103.06(1)(b), Wis. Adm. Code, require that the storm water discharge comply with the water quality standards provisions in ch. NR 103. The presence of wetlands may affect certain aspects of the construction site project under the requirements of this code. Yes ☐ No ☐

Threatened or Endangered: Are you aware of any listed threatened or endangered species at the construction site? Please be aware that the Department shall, pursuant to s. 29.604(6r), Wis. Stats., consult with the Bureau of Endangered Resources on whether approval of general permit coverage may affect a listed threatened or endangered species. The presence of a listed threatened or endangered species may affect certain aspects of the construction site project under the requirements of this statute. Yes ☐ No ☐

Cultural or Historical: Are you aware of any listed cultural or historical resources at the construction site? Please be aware that the Department shall, pursuant to s. 44.40, Wis. Stats., consult with the State of Wisconsin Historic Preservation Officer on whether approval of general permit coverage may have an adverse affect upon history property. The presence of historic property may affect certain aspects of the construction site project under the requirements of this statute. Yes ☐ No ☐

Section VI: Certification

I certify under penalty of law this document and attachments were prepared under my direction or supervision in accordance with a system designed to assure qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person, or persons, who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware there are significant penalties for submitting false information, including the possibility of fine and imprisonment. In addition, I certify the provisions of the permit, including development and implementation of the construction site erosion control and storm water management plan, will be complied with. **Important: The person signing immediately below must be a representative of the landowner as defined in s. NR 216.43(3), Wis. Adm. Code. "Landowner" for purposes of this NOI is defined in s. NR 216.002(15), Wis. Adm. Code. Failure to have this NOI properly signed will result in its rejection and may delay the project.**

Landowner Printed Name

Title

Telephone Number

Landowner Signature

Date Signed

Complete below if NOI was prepared by a consultant or someone other than the landowner or an employee of the landowner. However, to be valid, the certification above must be signed by the landowner of the construction site.

Preparer Printed Name

Firm

Mailing Address

Title

City

State

ZIP Code

Telephone Number

Signature of Preparer

Date Signed

Mail this completed Notice of Intent (NOI) with the NOI fee (below) to the appropriate Department of Natural Resources office in the region where the construction site is located.

Acres of Land Disturbance	NOI Fee
Less than 5	\$ 140
5 or more and less than 25	\$ 235
25 or greater	\$ 350

LEAVE BLANK - DNR USE ONLY

Date Signed

Construction Site ID#

- ☐ Application complete?
☐ Historic/Endangered Checked?

See the instructions for regional office addresses.

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Instructions

Type or clearly print your answers to all questions. Answer all questions. Incomplete NOI forms will be returned for completion.

Section I: Landowner Information

Provide the legal name of the person, firm, public organization, or any other entity that owns the construction site described in Section III of this application. The contact person should be the person completely familiar with the construction site activity and charged with compliance and oversight of the permit. The mailing address and phone number given should be for the contact person.

Section II: Contractor Information

If known at time of NOI submittal, provide the legal name of the person, firm, or any other entity that is the major contractor in charge of operating the construction site described in Section III of this application. The contact person should be the construction site manager completely familiar with the construction site activity and charged with implementation of the permit. The mailing address and phone number given should be for the contact person.

Section III: Construction Site Information

Enter the construction site's official or legal name and complete address, including county, city, state and zip code. Be sure to include the quarter, quarter, section, township and range (to the nearest quarter section) of the site. If the site is on more than one quarter, enter the quarter that best describes the location of the site. Use additional space if needed to describe the site location.

Type of Construction: Make a mark next to the line that best describes the construction activity at the site. Transportation should be checked for construction of roads, bridges and railroads. Utilities should be checked for installation of sewer, electric and telephone systems. If the type of construction activity is not listed, please write down a brief description in the line after the "other" designation.

Area of Site: Indicate the total area of the construction site, and estimate the total area to be disturbed by construction activities. Please provide the percent of site impervious before and after construction.

Discharge: Indicate where storm water discharge occurs. (There may be more than one discharge point.) If the discharge is to a storm drain system (operated by municipalities, flood control districts, utilities or other similar entities), indicate this and list the name of the receiving body of water. The operator of the storm drain system will know the ultimate receiving waters. The operator of the storm drainage system must receive a copy of the NOI. Storm water discharging directly to state waters will typically have an outfall structure directly from the site to a river, lake, wetland, etc. If the discharge is to an unnamed tributary or drainage ditch, please list the named water body to which the discharge ultimately drains. E.g., "Unnamed tributary to the Red Cedar River." Finally, please indicate if infiltration occurs on site.

Section IV: Site Location Map (Section on form is self-explanatory)

Section V: Additional Information

Dates: Enter the project's anticipated start and end dates.

Management Practices: Check all applicable management practices that will be used on site to control erosion or list other control measures that will be used to control erosion at the construction site.

Plans: Indicate whether or not a construction site erosion control and storm water management plan has been completed for the site. These plans must be completed before this NOI is submitted to the Department.

DO NOT include a copy of the construction site erosion control and storm water management plan.

Local Requirements: Indicate whether or not the construction site erosion control plan is in compliance with the local sediment and erosion control plans. DO NOT include copies of these plans. The local agency approving these plans must receive a copy of the NOI.

Section VI: Certification

State Statutes provide for severe penalties for submitting false information on this Notice of Intent form. State regulations require this form to be signed as follows:

1. For a corporation, by a responsible corporate officer including president, secretary, treasurer, vice president, manager, or a duly authorized representative having overall responsibility for the operation covered by this permit;
2. for a unit of government, by a ranking elected official, or other duly authorized representative;
3. for a partnership, by a general partner; and for a sole proprietorship, by the proprietor;
4. for a limited liability company, by a manager.

After signature provide the name of the individual signing the NOI and date of signature. If the form was prepared by a consultant or someone other than an employee of the site landowner, please provide the name and address where this person may be contacted.

There is a non-refundable NOI fee required with the submittal of the NOI. Remit a check or money order payable to the Wisconsin Department of Natural Resources (do not send cash). The NOI fee is:

Acres of Land Disturbance	NOI Fee
Less than 5	\$ 140
5 or more and less than 25	\$ 235
25 or greater	\$ 350

A NOI submitted without the required fee will be considered incomplete.

Erosion Control and Storm Water Management Standards

Department approved erosion control and storm water management technical standards and other guidance are available on the Department's Internet site at: <http://dnr.wi.gov/org/water/wm/nps/stormwater.htm>. Or, you may contact the Department's storm water program in the Bureau of Watershed Management at (608) 267-7694 to find out how to obtain such standards.

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Mailing

Unless otherwise directed, mail this completed NOI form with application fee to the DNR office listed by county as follows:

NORTHERN REGION COUNTIES			WEST CENTRAL REGION COUNTIES		
Ashland	Langlade	DNR Service Center	Adams	Marathon	DNR Service Center
Barron	Lincoln	1401 Tower Ave.	Buffalo	Monroe	5301 Rib Mountain Rd.
Bayfield	Oneida	Superior, WI 54880	Clark	Portage	Wausau, WI 54401
Burnett	Polk	Phone: (715) 392-7988	Crawford	Trempealeau	Phone: (715) 359-4522
Douglas	Price Rusk		Jackson	Vernon	
Florence	Sawyer		Juneau	Wood	
Forest	Taylor			La Crosse	
Iron	Vilas				
	Washburn		Chippewa	Pepin	DNR Service Center
			Dunn	Pierce St.	890 Spruce St.
			Eau Claire	Croix	Baldwin, WI 54002
					Phone: (715) 684-2914

NORTHEAST REGION COUNTIES			SOUTH CENTRAL REGION COUNTIES		
Brown	Marquette	DNR Northeast Region	Columbia	Jefferson	DNR South Central Region
Calumet	Menominee	P.O. Box 10448	Dane	LaFayette	3911 Fish Hatchery Rd.
Door	Oconto	Green Bay, WI 54307	Dodge	Richland	Fitchburg, WI 53711
Fond du Lac	Outagamie	Phone: (920) 662-5100	Grant	Rock	Phone: (608) 275-3266
Green Lake	Shawano		Green	Sauk	
Kewaunee	Waupaca		Iowa		
Manitowoc	Waushara				
Marinette	Winnebago				

SOUTHEAST REGION COUNTIES			
Kenosha	Sheboygan	DNR Service Center	
Milwaukee	Walworth	9531 Rayne Rd., Suite 4	
Ozaukee	Washington	Sturtevant, WI 53177	
Racine	Waukesha	Phone: (262) 884-2300	